Implementation of Aadhaar Enabled Biometric Attendance System (AEBAS) in all Govt. Health Institutein Maharashtra

Government of Maharashtra

Public Health Department

Government Resolution No.: Biome-2016/CR-10/E-Governance

G.T.Hospital Complex Building, 8 & 10 th floor,

L.T.Marg,Mantralaya, Mumbai-400001

Date:23 June,2016

<u>**Read -**</u>

1. **Government Resolution Public Health Department No.Biome-2016/CR-10/E-Governance, dated 23/03/2016.**

2. **Government AddendumPublic Health Department No.Biome-2016/CR -10/E-Governance, dated 07/04/2016.**

3. **Government Circular Public Health Department No.Biome-2016/CR-10/E-Governance, dated 10/06/2016.**

4. **Office Memorandum Ministry of Personnel, Public Grievances & Pensions Department of Personnel &Training,GOI,dated 21/11/2014**

<u>**Introduction –**</u>

As part of the "Digital India" Program of Government of India (GoI), GoI has decided to implement Aadhaar Enabled Biometric Attendance System (AEBAS) in Government Offices. The system enables an employee to register attendance by presenting his/her biometric (finger print/Iris) which is

authenticated online by one to one matching with the bio-metric stored in the UIDAI data base against the employee's Aadhaar number.

2.   Government of India (GoI), Ministry of Personnel, Public Grievances & Pensions Department of Personnel & Training, New Delhi vide its Office Memorandum dated, 21st November 2014 (Mentioned at ref.no.1) has introduced Aadhaar Enabled Bio-metric Attendance System (AEBAS) in all offices of Central Government, including attached/sub-ordinate offices in India.

3.   In addition, Hon'ble Chief Minister,Government of Maharashtra (GoM), has directed Public Health Department vide its letter dated 25th February 2016, to review biometric system in all the public health care facilities, so that the Aadhaar of the staff and salary can be linked. The letter advises, to replicate the experience of Government of India wherein Hon. Prime Minister has effectively used the biometric system with Aadhaar for increasing the efficiency and accountability in the functioning of officers. In this regard Govt. Resolution,Govt. Addendum & Govt. Circular mentioned at Ref.1 to 3, has been issued.

4.   In addition to above mentioned, Govt. Resolution will be issued considering ref.no.4.

5.   The AEBAS offers following benefits:-

•   Mobility - Aadhaar Enabled Bio-metric Attendance System (AEBAS) provides the much needed mobility in Public Health Department, wherein an employee can mark his attendance from any of the health facilities which has AEBAS, as his/her biometric is authenticated against UIDAI (Aadhaar) database.

•   Centralized System &Comprehensive MIS – Employees,Officials and Nodal officers can themselves login to the system and can view their monthly/Daily attendance of their own or of their unit/division.

•   Real time attendance system – Real time availability of attendance data across various levels within the system in public domain.

- Authentication time - Time taken to Record Attendance is as low as 1-2 Seconds on Wi-Fi and 8-11 Seconds on GPRS (SIM).

- Integrated with SMS - A user gets SMS's from the systems at various levels like after registration, on non-marking of attendance and other conditions to empower the users of the system.

Resolution

In view of the above, Public Health Department, Govt. of Maharashtra has decided to implement Aadhaar Enabled Biometric Attendance system (AEBAS) in all its Govt. Health Institutes/Health Facilities pan Maharashtra. In this regard pertinent action needs to be taken by all the concerned officers to implement the AEBAS in their respective Health Institutes /Health Facilities at the earliest.

2.   The centralized portal for monitoring the attendance through AEBAS of Public Health and Family Welfare Department is live. The URL for the same is http://mhphfwdbct.attendance.gov.in. ArogyaBhavan, Mumbai has already been on boarded. All other Public Health offices and Health Facilities should also get on boarded on the system and start using the AEBAS system by 31st July 2016.

3.   All the Public Health Personnel can themselves register on the central portal by providing their Aadhaar Number and other required details by the portal.Guideline for registration is provided in Annexure 1. Alternatively, they can take help of their district Nodal Officer for registration. However, the onus of registering oneself with correct information on the portal is solely the responsibility of the Public Health Personnel only.

4.   AEBAS need to be procured following the existing rules and regulation in regard to purchase policy of Govt.The devices (UIDAI Approved, STQC certified) could be procured as per the procedure laid down by the Govt.The guideline for the same is available on Govt. of India Portal

http://attendance.gov.in under FAQ with heading 'Guideline for phase – II'. In addition there are other pertinent guidelines available at the same place like 'How to Mark Attendance' etc. Payment to be made only after requisite testing of the device.

5.   To facilitate implementation of AEBAS all over Maharashtra and resolution of any queries related to AEBAS, Aadhaar Biometric cell under IT Cell, has been set up at 2nd floor, ArogyaBhavan, Mumbai. The contact details for the same is Phone number:022–22717611/569 email: biometric.dhs@gmail.com. The State Nodal Officer for AEBAS is Joint Director, Admin.

6.   The guideline for installation of Aadhaar Enabled Biometric Attendance at the Health Institutes/Health Facilities is attached herewith as Annexure 2.

This Government resolution of Maharashtra Government is available at the website www.maharashtra.gov.in. Reference no. for this is201606221625335117. This order has been signed digitally.

By order and in the name of the Governor of Maharashtra.

SujataSaunik
Principal Secretary

Copy forwarded to:

1. Secretary to Governor, RajbhavanMalbar Hill, Mumbai.

2. Secretary to Chief Minister, Mantralaya, Mumbai.

3. Personal Secretary to ALL Ministers/All Ministers of State,

4. All MLA/MLC,

5. Personal Assistant to Chief Secretary, Mantralaya, Mumbai.

6. Principal Secretary, Public Health Department, Mantralaya, Mumbai.

7. Commisioner, Employee State Insurance Scheme,Mumbai

8. Commisioner,Family Welfare & MD, National Health Mission, Mumbai.

9. CEO, RajivgandhiJevvandayeeArogyaYojana,Mumbai.

10. All CEOs of ZillaParishad.

11. Director, Directorate Health Services,Mumbai.

12. Project Director,Maharashtra AIDS Control Society,Mumbai.

13. Addl.Director, Health Services,Pune/Mumbai.

14. Joint Director, Health Services (All).

15. Deputy Director, Health Services (All).

16. District Civil Surgeon (All).

17. District Health Officer (All).

18. All Administrative Heads, Health Services (All)

19. Accountant General (A&E)-1, Maharashtra Mumbai,

20. Accountant General (A&E)-2, Maharashtra Nagpur,

21. Pay and Accounts Officer, Mumbai

22.Distric Treasury Officer (All)

23.All desk (PHD)

24. Select file (E-Gov.)

AADHAAR ENABLED BIOMETRIC ATTENDANCE SYSTEM (AEBAS) – ANNEXURE 1

Public Health & Family Welfare Department

Process for Self Registration

Step 1: Public Health Personnel need to visit centralized attendance portal of Public Health Department. URL http://mhphfwdbct.attendance.gov.in/.

Step 2: On the left side of the webpage, click on "Employee Registration"
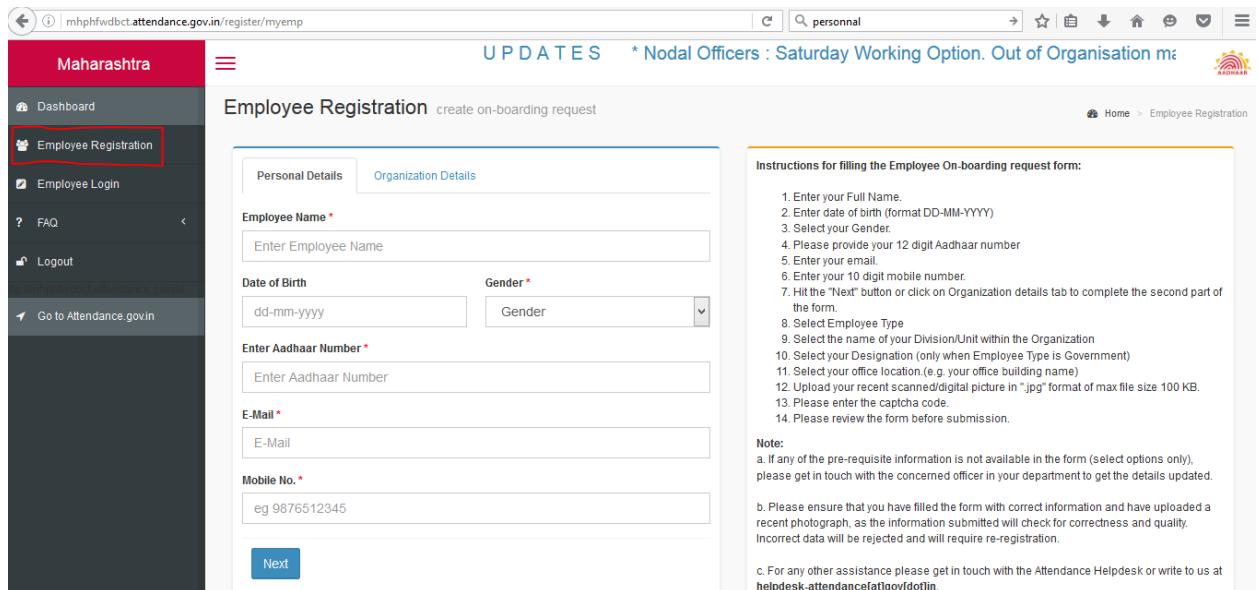
Step 3: Fill in all the required details under like

Personal Details

1 Employee Name
2 Date of Birth

3 Gender
4 Enter Aadhaar Number
5 Email – {*Please enter your personal email ID*}
6 Mobile Number

Organization Details

1 Employee Type – {*select the right category as Government, Contractual etc.*}

2 Division/Unit within Organization – {**this should be the name of your Health Facility for Example civil Hospital, Women Hospital etc**. S*elect the right unit from the list, in case you do not find your unit in the list, contact your district Nodal Officer or the Aadhaar Biometric Cell at Arogya Bhavan in Mumbai who will add it*}.

3 Designation – {*Select the **correct designation** from the drop down list*}

4 Office Location - {*Select the district in which your office is located from the drop down list*}

5 Photograph – {*Add your recent photograph*}

Step 4: Click on Submit – Once you click submit you will get an email with your attendance ID, which you need to use for marking your attendance

Step 5: Once you have submitted, you will be activated by your District Nodal Officer or the State Biometric Cell within 2 working days. You can mark your attendance on the system only when you are activated. In case you are not able to mark your attendance, please get in touch with your District Nodal Officer or the State Aadhaar Biometric Cell

Details of Aadhaar Biometric Cell

State Nodal Office :**Joint Director - Admin**

Address:

Aadhaar Biometric Cell –(Part of IT Cell)

2nd Floor, Arogya Bhavan,

Mumbai

Phone: **022 – 22717611/569**

email: **biometric.dhs@gmail.com**

AADHAAR ENABLED BIOMETRIC ATTENDANCE SYSTEM (AEBAS) – ANNEXURE 2

Public Health & Family Welfare Department

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1 Procurement procedure for Aadhaar Enabled Bio-metric Machine

Aadhaar enabled biometric machine can be procured from **DGSnD RC or NICSI RC** from any of the suppliers that provides wall mounted Aadhaar enabled biometric machine, which is Aadhaar approved and STQC certified. The health facility can decide on its own about number of devices to be procured. As per the norms of NIC, 1 device per 50 person is the standard, however the Health Facility can procure in phased manner depending upon the actual requirement based on the strength at the Health Facility.

It is advised that the system that is procured from the supplier should be tested before the payment is made. In normal case on a Wi-Fi connection the authentication should happen within **5 seconds** as tested at ArogyaBhavan.

2 Wi-Fi Connection for Aadhaar Enabled Bio-metric Machine

The Aadhaar enabled Biometric machine since it authenticates on real time basis, needs a Wi-Fi connection for operation. Hence, the health facility if doesn't have a Wi-Fi device should procure one for the system to work. In case, where Wi-Fi installation is not feasible due to technical reason the Aadhaar enabled biometric machine can even work on GPRS. To run the system on GPRS the Health facility will have to procure a SIM for the same. The authentication process on GPRS will however take more time than on a Wi-Fi system.

3 Installation ofAadhaar Enabled Bio-metric Machine at the Health Facility

Once the Aadhaar Biometric machine is procured and the Wi-Fi device has been set up.Please contact the IT Cell at ArogyaBhavan (Phone number: **022 – 22717611** email: biometric.dhs@gmail.com), Mumbai that provides support for state wide implementation of Aadhaar enabled Biometric attendance system for further process.

2 step process for using the procured machine for attendance

Step 1: On Contacting the IT Cell, the IT cell will generate the activation code for the devicewhich needs to be entered in the device

Step 2: Once the activation code is entered and the domain is selected as **Maharashtra**, the nodal officer of the district need to first authenticate, post which the system is ready for marking attendance at the Health Facility.

4   Marking attendance on Aadhaar enabled biometric machine

Once the system is ready for use as per the steps given above, users can start marking their attendance on the device after they have registered themselves on the Aadhaar attendance portal http://mhphfwdbct.attendance.gov.in/and has been been made active by the nodal officer.

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